



Everyday Justice For Everyday Problems

VOLUNTEER OPPORTUNITY

Legal Services Facility



The Legal Services Facility (LSF) is a basket fund aiming to increase access to justice for all through a legal empowerment approach. Our basket fund partners are UK AID, EU and DANIDA and European Union. The LSF channels its funding to organizations, which are providing legal education, legal aid and contribute to legal empowerment and which, through these services, assist individuals to claim their rights and redress grievances. In this endeavor, the LSF works closely with the government at all levels, development partners, organizations involved in the provision of human rights awareness building, legal education, legal aid and other stakeholders.

Our volunteer program offers you amongst other, the opportunity to:

- Explore Career Opportunities - by working in the field you have chosen; you can receive an inside look at your potential career path
- Network - meet a variety of people in your chosen profession through your roles as volunteer, allowing you to form relationships you can build on in the future
- Find Mentors - certain individuals can help guide you through your roles as a volunteer and expose you to opportunities to which you can aspire
- Real world knowledge of working with clients

The Offer: If your career aspirations matches this exciting opportunity, please write one page on how you fit the role, with your CV containing an email, daytime telephone contacts, names and addresses of three referees and send to info@lsftz.org with subject title **"M&R VOLUNTEER"** by 12 th February, 2023. We will respond to only short-listed

POSITION: MONITORING, RESULTS AND LEARNING VOLUNTEER

The post holder will support the Senior Data Analyst and Monitoring & Results Manager in results-oriented learning activities to improve LSF culture and practice of capturing and measuring progress against plans, and learning from evidence and the successes of legal aid programme in Tanzania. S/he will provide technical field support to the programme partners (grantees) and conduct capacity building, including training and generating learning. The position is based in Dar es Salaam.

This volunteering position is designed to be both educational and practical. In this position, the volunteer will learn how to take skills she or he may have acquired in school related to his or her particular areas of interest, and apply them in a professional setting. He or she will gain a better understanding of the role that Monitoring, Results and Learning staff can play in a non-profit setting, and be better prepared to work in the arena of Monitoring, Results and Learning.

Main responsibilities

- Assist grantees in developing, updating and implementing as well as delivering of their programme plans.
- Contribute in the identification of innovations and improvements to enhance effectiveness of the LSF MEL framework and systems.
- Support proper implementation of M&R plans within program pillars including data quality checks quarterly.
- Participate in regular review processes, review of quarterly reports and collating grantees reports for preparation of quarterly report and semi-annual report
- Initiate the documentation of good practices and actively share learning to supervisor.
- Assist in coordinating monitoring field visits conducted by other staffs.
- Participate in managing and conducting research and evaluation:
- Support the M&R Manager to ensure that senior management, donors, government and grantees queries are addressed in accurate and timely manner.
- Undertake other duties to assist program implementation as assigned by your senior.

Desired Qualifications

- Minimum a bachelor's degree in Statistics, Monitoring and evaluation, and Project Management, and other relevant academic background.
- Demonstrative understanding of M&E systems and principles for development projects or grants making project will be an added advantage
- At least demonstrative experience in M&E and project management: participatory assessment and monitoring, data collection, processing or analysis and report writing.
- Demonstrable understanding and experience in applying both qualitative and quantitative methods in reports and researches.